

TRAINING OBJECTIVES - St/P

Approved For Release 2001/08/01 : CIA-RDP80-01826R000400080070-7

POSITIONS	Grades 7/10	Grades 11/12	Grades 13/14	Grades 15
Publications Officers (Production Section) (Editing & Review Section)	Desirable Training Objectives During First 2-year Period of Assignment to Positions in this Classification	Desirable Training Objectives During First 2-year Period of Assignment to Positions in this Classification	Desirable Training Objectives During First 2-year Period of Assignment to Positions in this Classification	Desirable Training Objectives During First 2-year Period of Assignment to Positions in this Classification
	IOC, 3 weeks, OTR <u>Expository writing</u> , or similar course <u>Economic Statistics</u> , 40 hours, ORR	IOC, 3 weeks, OTR <u>Expository writing</u> , OTR, or <u>Report Writing</u> , ORR <u>Economic Statistics</u> , 40 hours, ORR	IOC, 3 weeks, OTR <u>Report Writing</u> , ORR <u>Printing and Reproduction Techniques</u>	IOC, 3 weeks, OTR <u>Management Course</u> , OTR <u>Budget and Finance Procedures</u>
	Desirable Training Objectives During 2nd 2-year Period of Assignment to Positions in this Classification	Desirable Training Objectives During 2nd 2-year Period of Assignment to Positions in this Classification	Desirable Training Objectives During 2nd 2-year Period of Assignment to Positions in this Classification	Desirable Training Objectives During 2nd 2-year Period of Assignment to Positions in this Classification
	<u>English Language</u> <u>or Linguistics</u> course - Univ. (1st level)	<u>Graduate Level English</u> - Univ. <u>Basic Supervision</u> , OTR	<u>Modern Language</u> through Intermediate Level	<u>Special Management Course</u> , OTR
	Desirable Training Objectives During 3rd 2-year Period of Assignment to Positions in this Classification	Desirable Training Objectives During 3rd 2-year Period of Assignment to Positions in this Classification	Desirable Training Objectives During 3rd 2-year Period of Assignment to Positions in this Classification	Desirable Training Objectives During 3rd 2-year Period of Assignment to Positions in this Classification
	<u>Basic Russian</u> Phase I, II	<u>Intelligence Review Course</u> , OTR <u>Basic Russian</u> , Phase I, II	<u>Management Course</u> , OTR <u>Conference Techniques Course</u> , OTR	

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TRAINING OBJECTIVES - St/P/C

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POSITION	Grades 9/10	Grades 9/11	Grades	Grades
<u>Information Control Officers</u>	Desirable Training Objectives During First 2-year Period of Assignment to Positions in this Classification			
	IOC, 3 weeks, OTR Russian Familiarization, 24 hrs, OTR Basic Supervision	IOC, 3 weeks, OTR Basic Supervision Russian Familiarization, 24 hrs, OTR		
	Desirable Training Objectives During 2nd 2-year Period of Assignment to Positions in this Classification			
	Desirable Training Objectives During 3rd 2-year Period of Assignment to Positions in this Classification			
		Intelligence Review Course		

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TRAINING OBJECTIVES - St/P/G

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POSITION	Grades 9/12	Grades 13/14	Grades	Grades
Geographers (Editorial)	Desirable Training Objectives During First 2-year Period of Assignment to Positions in this Classification			
	Russian Familiarization, 24 hrs., OTR	Printing and Reproduction Techniques		
	Expository Writing, OTR, or Report Writing, ORR	IOC, 3 weeks, OTR		
	IOC, 3 weeks, OTR	Basic Supervision		
	Desirable Training Objectives During 2nd 2-year Period of Assignment to Positions in this Classification			
	Intelligence Research and Map Course Photo-interpretation Language Maintenance Training	Photo-interpretation  Language Maintenance Training		
	Desirable Training Objectives During 3rd 2-year Period of Assignment to Positions in this Classification			
	Economic Statistics External study on selected Geographic subjects	Intelligence Review Course Conference leadership Course		

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**SECRET****TRAINING OBJECTIVES - OIR**

POSITIONS	Grades 7/10 (Junior Analyst)	Grades 11/12 (Senior Analyst)	Grades 13/14 (Section Chief)	Grades 15/Up (Branch/Staff Chief & Up)
<b>Desirable Training Objectives During First 3-Year Period of Assignment to Positions in this Classification</b>				
<b>ECONOMIC INTELLIGENCE OFFICER SERIES</b>  (GS-0110.00 - GS-0111.99)  Includes: IO (Gen Econ) IO (Area Econ) IO (Indust. Econ) IO (Mat Econ) IO (Internat Econ) IO (Econ Services) IO (Agric Econ)	<b>IOC (OIR)</b> Commence Sino-Soviet Bloc Language Training to Intermediate Reading Level (OTR) OIR Statistics Course Expository Writing Course Intelligence Research Techniques Rapid Reading Course	<b>IOC (OIR)</b> Map & Photo Interp. Course Commence Sino-Soviet Bloc Language Training to Intermediate Reading Level (OTR) Domestic Facility Orientation Tour (Plant trip or special weapons familiarization course) OIR Statistics Course Expository Writing Course Intelligence Research Techniques Course	<b>IOC (OIR)</b> Map & Photo Interp. Course Commence Sino-Soviet Bloc Language Training to Intermediate Reading Level (OTR) Domestic Facility Orientation Tour (Plant trip or special weapons familiarization course) OIR Statistics Course Expository Writing Course Intelligence Research Techniques Course Agency Supervision or Management Course	<b>IOC (OIR)</b> Map & Photo Interp. Course Intelligence Research Techniques Course Agency Management Course Public Speaking or Briefing Course Special weapons familiarization course (Sandia or Maxwell) Overseas Area Familiarization Trip Collection Techniques Course
<b>Desirable Training Objectives During Second 3-Year Plan of Assignment to Positions in this Classification</b>				
Graduate-Level University Courses in Economics, including Theory and Statistics Language Maintenance Training Map & Photo Interp. Course	Graduate-Level University Courses in Economics, including Theory and Statistics Language Maintenance Training Agency Supervision Course Overseas Area Familiarization Trip	Graduate-Level University Courses in Economics, including Theory and Statistics Overseas Area Familiarization Trip Public Speaking or Briefing Course Collection Techniques Course Language Maintenance Training	Graduate-Level University Courses in Economics, including Theory and Statistics Overseas Area Familiarization Trip Public Speaking or Briefing Course Collection Techniques Course Language Maintenance Training	Special Management Course (OTR) Sino-Soviet Bloc Area Studies Conference Leadership Course
<b>Desirable Training Objectives During Third 3-Year Period of Assignment to Positions in this Classification</b>				
Language Maintenance Training Continued full or part time training in economics as needed, and appropriate area studies	Intelligence Review Course Language Maintenance Training Continued full or part time training in economics as needed, and appropriate area studies Public Speaking or Briefing	Intelligence Review Course Language Maintenance Training Continued full or part time training in economics as needed, and appropriate area studies Conference Leadership Course	Intelligence Review Course Language Maintenance Training Continued full or part time training in economics as needed, and appropriate area studies Conference Leadership Course	Advanced Management Training (OTR - Univ)

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Training Objectives - Cartography Division

POSITION	GS 11/12	GS 13/14	GS 15
<u>Desirable Training During the First 3-Year Period</u>			
1.0. CARTOGRAPHER (0150.02)	1. Intelligence Orientation Course	1. Intelligence Orientation Course	1. Area Familiarization and Cartog. Survey
	2. D/GS Cartography Training Course	2. D/GS Cartography Training Course	2. Basic Management
	3. Photo Interpretation Course	3. Photo Interpretation Course	
	4. Map Reproduction Course	4. Map Reproduction Course	
	5. Language (Elementary Reading)	5. Language (Elementary Reading)	
	6. Basic Country Surveys	6. Basic Country Surveys	
<u>Desirable Training During the Next 5-Year Period</u>			
	1. Language (Intermediate Reading)	1. Language (Intermediate Reading)	1. Area Familiarization and Cartog. Survey
	2. Basic Supervision	2. Mathematics for Cartographers	2. Advanced Management
	3. Mathematics for Cartographers	3. Basic Design Course	
	4. Basic Design Course	4. Area Familiarization and Cartog. Survey	
	5. Area Familiarization and Cartog. Survey		
<u>Desirable Training During the Next 5-Year Period</u>			
	1. Special Mathematics for Cartographers	1. International Cartographic Course	1. Area Familiarization and Cartog. Survey
		2. Aspen Conference	2. International Cartographic Course
		3. Special Mathematics for Cartographers	3. Aspen Conference
		4. Mid-Career Course	4. Mid-Career Course
		5. Area Familiarization and Cartog. Survey	5. Conference Leadership

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Training Objectives - Cartography Division

POSITION	GS 9/12	GS 13/14
	<u>Desirable Training During the First 3-Year Period</u>	
CARTOGRAPHER (1370.01)	1. Intelligence Orientation Course	1. Intelligence Orientation Course
	2. D/GS Cartography Training Course	2. D/GS Cartography Training Course
	3. Photo Interpretation Course	3. Photo Interpretation Course
	4. Map Reproduction Course	4. Map Reproduction Course
	5. Graphic Arts in the Federal Government	5. Graphic Arts in the Federal Government
		6. Basic Management
	<u>Desirable Training During the Next 4-Year Period</u>	
	1. Language (Elementary Reading)	1. Graphic Methods of Presenting Statistics
	2. Graphic Methods of Presenting Statistics	2. GRI Statistics
	3. GRI Statistics	3. Basic Design Principles Course
	4. Basic Design Principles Course	4. Layout and Design Course
	5. Layout and Design Course	5. Basic Country Surveys
	6. Basic Country Surveys	6. Mathematics for Cartographers
	7. Mathematics for Cartographers	7. Map Projections and Grids
	8. Map Projections and Grids	8. TecniFax Seminar
	9. Basic Supervision	9. Advanced Terrain Research Course
	10. TecniFax Seminar	
	11. Advanced Terrain Research Course	
	<u>Desirable Training During the Next 4-Year Period</u>	
	1. Advanced Design Course	1. Aspen Conference
	2. Special Mathematics for Cartographers	2. Advanced Design Course
		3. Special Mathematics for Cartographers
		4. Survey of Cartographic Installations
		5. Mid-Career Course

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Training Objectives - Cartographic Division

POSITION	GS 5/6	GS 7
<u>Desirable Training During the First 2-Year Period</u>		
CARTOGRAPHIC DIV. TEAM (0310.01)	1. Intelligence Orientation Course	1. Intelligence Orientation Course
	2. D/GS Cartography Training Course	2. D/GS Cartography Training Course
<u>Desirable Training During the Next 5-Year Period</u>		
	1. Map Reproduction Course	1. Map Reproduction Course
		2. Photo Interpretation Course
		3. Graphic Arts in the Federal Government

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## TRAINING OBJECTIVES - GEOGRAPHY DIVISION, ORR

14 Nov 1960

POSITIONS	Grades 7/11	Grades 12/13	Grades 14/15
Geographic Officer Series (0150.01)	Desirable Training Objectives During Initial 3-year Period of Assignment to Positions in this Classification		
	<u>Standard</u> ITC (GMR) Foreign language training to elementary level(s)	<u>Standard</u> ITC (GMR) Foreign language training to elementary level(s) Conference leadership course	<u>Standard</u> ITC (GMR) Basic management course
	<u>Potential</u> Effective speaking course Intelligence research, maps, course Effective writing course Photo interpretation course	<u>Potential</u> Effective writing course Effective speaking course Economic statistics course Photo interpretation course	<u>Potential</u> Effective speaking course Operations familiarization course Foreign language training to elementary level(s) Economic statistics course Conference leadership course
	Desirable Training Objectives During Next 4-year Period of Assignment to Positions in this Classification		
	<u>Standard</u> Language maintenance training	<u>Standard</u> Area familiarization trip Language maintenance training	<u>Standard</u> Area familiarization-station survey trip
	<u>Potential</u> External study on selected geographic subjects (Dept. of Agri., universities) Foreign language training to intermediate level(s) Area familiarization trip Economic statistics course	<u>Potential</u> Basic supervision course External study on selected geographic subjects (Dept. of Agri., universities) Foreign language training to intermediate level(s) Operations familiarization course Arctic indoctrination course, Fort Churchill	<u>Potential</u> Foreign language training to intermediate level(s) Language maintenance training Arctic indoctrination course, Fort Churchill Special weapons course, Maxwell Field



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TRAINING OBJECTIVES - GEOGRAPHY DIVISION, ORR

POSITIONS	Grades 7/11	Grades 12/13	Grades 14/15
Geographic Officer Series (0150.01)	Desirable Training Objectives During Next 5-year Period of Assignment to Positions in this Classification		
	<u>Standard</u> Language maintenance training <u>Potential</u> On-duty directed study in advanced geographic subjects Area familiarization trip	<u>Standard</u> Area familiarization trip Language maintenance training Intelligence review course <u>Potential</u> On-duty directed study in advanced geographic subjects Special weapons course, Maxwell Field Mid-career course in Foreign Affairs (State Dept.)	<u>Standard</u> Area familiarization-station survey trip <u>Potential</u> Language maintenance training Intelligence review course Mid-career course in Foreign Affairs (State Dept.) Special management course

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Map Library Division

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SPECIAL COLLECTION SUPPORT BRANCH				
	7/10	11/12	13/14	15/03
I.O. Geographer (0150.54)	<p>IOC (OTR)</p> <p>Basic Geodesy, Photogrammetry, and Cartography (No specific course available)</p> <p>Intro. Language (Reading)</p> <p>Basic Supervision</p>	<p>IOC (OTR)</p> <p>Basic Geodesy, Photogrammetry, and Cartography (No specific course available)</p> <p>Intro. Language (Reading)</p> <p>Management Training</p>	<p>IOC (OTR)</p> <p>Basic Geodesy, Photogrammetry and Cartography (No specific course available)</p> <p>Intro. Language (Reading)</p> <p>Management Training</p>	
	<p>Additional training in Geodesy, Photogrammetry, &amp; Cartography, including training in use of maps by occupational groups, e.g. engineers, planning, military, power, etc.</p> <p>Ops. Familiarization</p> <p>Basic Course in Ops Support (No specified course)</p>	<p>Additional Training in Geodesy, Photogrammetry, &amp; Cartography, including training in use of maps by occupational groups, e.g. engineers, planning, military, power, etc.</p> <p>Ops. Familiarization</p> <p>CD/CO Refresher Course (SEE ATTACHED SHEET FOR CONTINUATION) <i>see 3 year</i></p>	<p>Additional Training in Geodesy, Photogrammetry &amp; Cartography including training in use of maps by occupational groups, e.g. engineers, planning, military power, etc.</p> <p>Ops. Familiarization</p> <p>(SEE ATTACHED SHEET FOR CONTINUATION)</p>	
	<p>Continued training in Geodesy, Cartography, etc.</p>	<p>Continued training in Geodesy, Cartography, etc.</p> <p>OPS Support and Familiarization trip (TDY to assist in and study Ops potential and support needs)</p>	<p>Continued training in Geodesy, Cartography, Etc.</p> <p>OPS Support and Familiarization Trip (TDY to assist in and study Ops potential and support needs)</p>	

**TRAINING OBJECTIVES - Map Library Division**

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SPECIAL COLLECTION SUPPORT BRANCH							
Grade	7/10	Grade	11/12	Grade	13/14	Grade	15/up
Requirement	During Objective	During	7/10 3	Four period of assignment to function is the classification			
		Basic course in Ops Support (No specified course)		On the job training in CD/CO and DD/P in collection and collection support functions			
		Management training		Management training			
		Effective Writing and Speaking Courses		Effective Writing and Speaking Courses			
Requirement Training (6) Objective 11/12 3							
Requirement Training (6) Objective 13/14 3							
Requirement Training (6) Objective 15/up 3							

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TRAINING OBJECTIVES - Map Library Division

PROCESSING BRANCH

Position	Grade 7/10	Grade 11/12	Grade 13/14	Grade 15/Up
	Desired Training Objectives During First 3 Year Period of Assignment to Positions in this Classification			
Librarian (1410.01)	<p>IOC (OTR)</p> <p>Typing for Non-Clerical</p> <p>Basic Supervision as applicable</p> <p>Foreign Language training as necessary to Area assignment - up to intermediate level</p>	<p>IOC (OTR)</p> <p>Typing for Non-Clerical</p> <p>Basic Supervision as applicable</p> <p>Foreign Language training as necessary - up to intermediate level</p>		
	Desired Training Objectives During 3 Year Period of Assignment to Positions in this Classification			
	<p>Language Maintenance</p> <p>Basic Country Survey as applicable to area of assignment</p>	<p>Management training as necessary</p> <p>Language maintenance</p> <p>Basic Country Survey as applicable</p>		
	Desired Training Objectives During 3 Year Period of Assignment to Positions in this Classification			
	<p>Language maintenance</p> <p>Pertinent Country Survey</p> <p>Six Semester Hours Credit for Graduate Level Univ. Course in Library Science - Cataloging and Classification</p>	<p>Language maintenance</p> <p>Pertinent Country Survey</p> <p>Six Semester Hours Credit for Graduate Level Univ. Course in Library Science - Cataloging and Classification</p>		

NOTE: The repetition of training objectives in the grades 7/10 and 11/12 columns reflects the type of training that is desired for those positions. Approved For Release 2001/08/01 : CIA-RDP80-01826R000400080070-7

Map Library Division

POSITIONS	Procurement Branch			
	Grade 7/10	Grade 11/12	Grade 13/14	Grade 15/Up
I.O. Geographer (3 positions) (0150.04)	IOC (OIR)	IOC (OIR)		
Librarian (1 position) (1410.01)	Typing for Non-Clerical, if necessary  Survey Course on Terminology and techniques of surveying and mapping Language as needed for area of assignment Rapid Reading Regional Geography for Area of assignment	Training for Non-Clerical, if necessary  Survey Course on Terminology and techniques on surveying and mapping Language as needed for area of assignment Rapid Reading Regional Geography for Area of assignment		
	Language maintenance	Language maintenance		

NOTE: The repetition of training objectives in the grades 7/10 and 11/12 columns reflects the type of training that is desired for those positions. The ceiling on these positions does not, in practice, permit the ready movement of all persons into the higher graded positions.

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TRAINING OBJECTIVES - map-library division

POSITION	REFERENCE BRANCH			
	Grade 7/10	Grade 11/12	Grade 13/14	Grade 15/Up
	Repetitive Training Objectives During First 3-year Period of Assignment to Positions in this Classification			
I.O. Geographer (2 positions) (0150.04)	Typing for non-clerical, if necessary	Typing for non-clerical, if necessary		
Librarian (4 positions) (1410.01)	Basic Supervision, if necessary	Basic supervision, as necessary		
	Foreign Language, as necessary - up to intermediate level	Foreign Language as necessary - up to intermediate level		
	Repetitive Training Objectives During Second 3-year Period of Assignment to Positions in this Classification			
	Language maintenance, if necessary	Language maintenance, as necessary		
	Basic country survey, if necessary	Basic country survey, if necessary		
		Management training, as necessary		
	Repetitive Training Objectives During Third 3-year Period of Assignment to Positions in this Classification			
	Language maintenance, if necessary	Language maintenance, as necessary		
	Country survey, if necessary	Country survey, if necessary		

NOTE: The repetition of training objectives in the grades 7/10 and 11/12 columns reflects the type of training that is desired for those positions. The ceiling on these positions does not, in practice, permit the ready movement of all persons into the higher graded positions.

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